

# CITY OF OVERLAND PARK, KANSAS

## Request for Proposal

Sealed proposals for **Parks and Recreation Design and Installation for Custom Play Equipment - 2020** will be received by the City of Overland Park, Kansas, at the office of the City Clerk, City Hall, 8500 Santa Fe Drive, Overland Park, Kansas 66212 until 2:00 p.m. central time on **January 26, 2021**. At that time all sealed proposals will be transferred to the **Parks and Forestry Division** for review by City staff. Any proposals received after the designated closing time will be returned unopened.

All proposals shall be submitted in sealed envelopes addressed to the City Clerk of Overland Park, Kansas, and marked **"PROPOSAL FOR: PARKS AND RECREATION DESIGN AND INSTALLATION FOR CUSTOM PLAY EQUIPMENT - 2020."** Copies of plans, specifications, proposal documents and other contract documents are on file at the office of **Parks and Forestry Division** located at **11921 Hardy Street, Overland Park, Kansas 66213**.

Contractors desiring the contract documents for use in preparing proposals may obtain a set of such documents from the **Parks and Forestry Division, Monday through Friday, 8 a.m. to 5 p.m.** upon payment of \_\_\_\_\_ Dollars (\$00.00), which amount is not refundable.

Neither the City nor consultant shall be responsible for the accuracy, completeness, or sufficiency of any proposal documents obtained from any source other than the source indicated above. Obtaining copies of plans, specifications, proposal documents and other contract documents from any other source(s) may result in obtaining incomplete and inaccurate information. Obtaining these documents from any source other than directly from the source listed herein may also result in failure to receive any addenda, corrections, or other revisions to these documents that may be issued.

Contractors should read and be fully familiar with all contract documents before submitting a proposal. In submitting a proposal, the bidder warrants that it has read the contract documents and is fully familiar therewith and that it has visited the site of the work to fully inform itself as to all existing conditions and limitations and shall include in its proposal a sum to cover the cost of all items of the work.

Should a bidder find "defects" as defined in paragraph GC3 of the General Conditions, it shall follow the procedures outlined in paragraph GC3 to bring same to the attention of City. Changes necessitated thereby shall be in the form of addenda issued by the consultant.

All bidders shall verify that they have considered all written addenda. Neither the City nor the consultant shall be responsible for oral instructions.

Any written addenda issued during the time of proposals shall be covered and included in the proposal. There will be no clarifications or exceptions allowed on the proposal. Proposals are for a total bid package, total contract price.

Proposals shall be made upon the form provided in ink or typewritten. Numbers shall be stated both in writing and in figures; the signature shall be long hand; and the complete form shall be without alteration or erasure. On alternate items for which a bid is not submitted, a written indication of "no bid" on the bid form is required.

No oral, telegraphic, facsimile or telephonic bids or alterations will be considered.

The following items must be included in the sealed envelope with the proposal:

- a. Proposal
- b. No bid bond required

The City reserves the right to accept or reject any and all proposals and to waive any technicalities or irregularities therein. Proposals may be modified or withdrawn by written request of the proposer received in the office of the City Clerk, prior to the time and date stated for proposal submission; provided, however, that no proposer may withdraw its proposal for a period of thirty (30) days from the date set for the opening thereof. ALL PROPOSERS AGREE THAT REJECTION SHALL CREATE NO LIABILITY ON THE PART OF THE CITY BECAUSE OF SUCH REJECTION. IT IS UNDERSTOOD BY ALL PROPOSERS THAT AN UNSUCCESSFUL PROPOSAL HAS NO CAUSE OF ACTION AGAINST THE CITY FOR PROPOSAL PREPARATION COSTS. THE FILING OF ANY PROPOSAL IN RESPONSE TO THIS INVITATION SHALL CONSTITUTE AN AGREEMENT OF THE PROPOSER TO THESE CONDITIONS.

Publish: *Legal Record*

Tuesday, December 1, 2020

## City of Overland Park, Kansas

### **Parks Services Design & Installation Services for Custom Playground Equipment - 2020**

The City of Overland Park, Kansas, herein referred to as the “City”, is seeking proposals from qualified playground equipment manufacturer’s, or manufacturer’s representatives, to provide **design and installation services** for custom play equipment in Strang Park.

#### **1.0 GENERAL TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSAL**

- 1.1** Submittals, in three (3) copies, must be received no later than 2:00 P.M. Local Time Prevailing, on **January 26, 2021**, at:

Overland Park, Kansas  
Attention: City Clerk  
8500 Santa Fe Drive  
Overland Park, Kansas 66212

- 1.2** Mark outside of envelope with “**RFP - Parks Services Design & Installation Services for Custom Playground Equipment in Strang Park - 2020.**”
- 1.3** Attend **Mandatory Pre-Bid Meeting** with City staff and project design consultant, Landscape Architecture Firm, Vireo, to gain a detailed understanding of the project requirements and general parameters under which the project will be designed and constructed. The meeting will be held remotely via Zoom **Monday, December 07<sup>h</sup> at 2:00 p.m (CT).**

**Join Zoom Meeting:** <https://us02web.zoom.us/j/89727281905>

**Meeting ID:** 897 2728 1905

**Passcode:** 178333

**Dial by your location:**

+1 646 558 8656 US (New York)  
+1 301 715 8592 US (Germantown)  
+1 312 626 6799 US (Chicago)  
+1 669 900 9128 US (San Jose)  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)

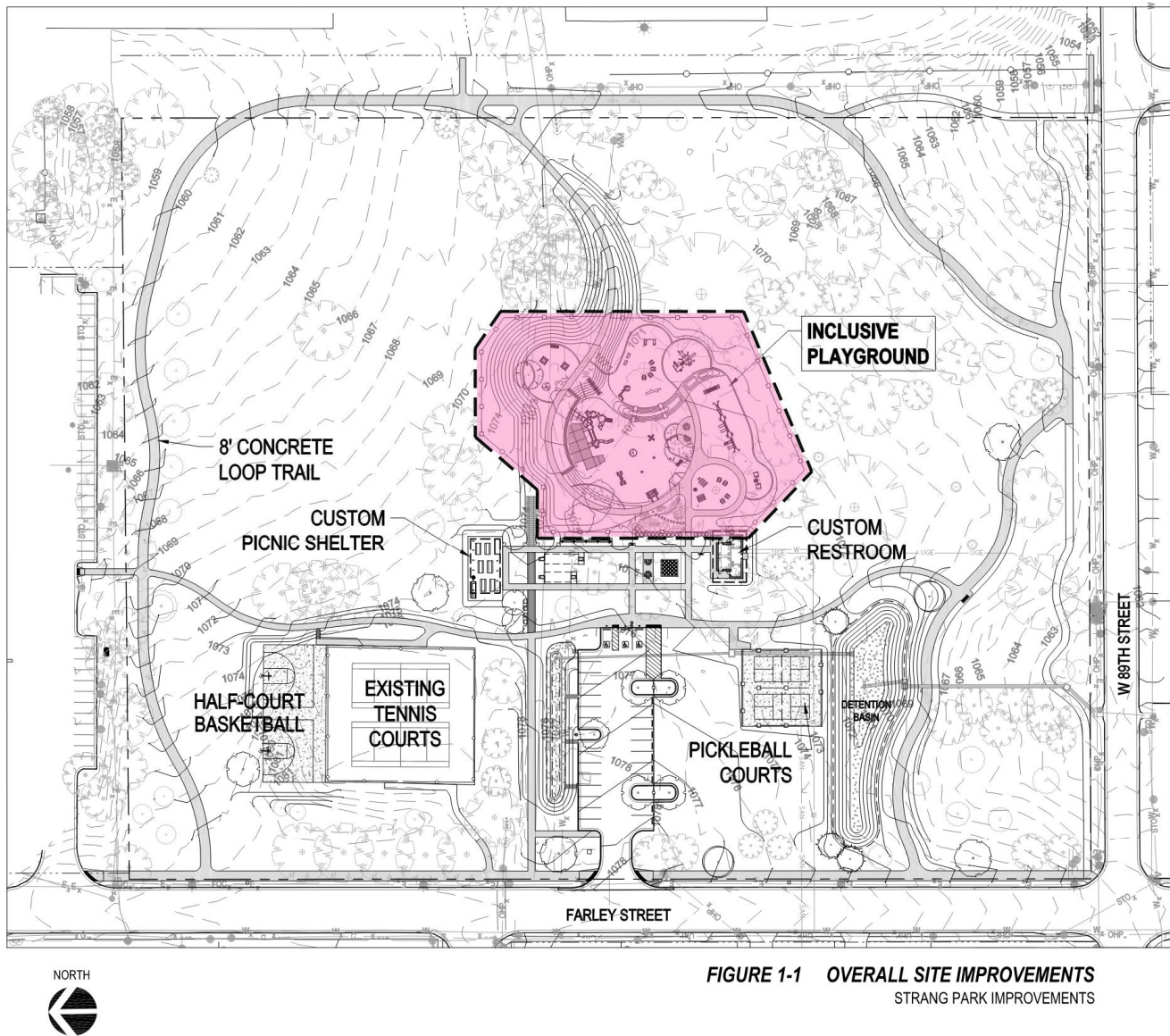
- 1.4** Time is of the essence and any proposal or addenda pertaining thereto received after the announced time and date for submittal, whether by mail or otherwise, will be rejected.
- 1.5** It is the sole responsibility of the offeror to ensure that their proposals are stamped by the City Clerk’s Office before the deadline indicated in Section 1.1. Proposals and/or any addenda pertaining thereto, received after the announced time and date of receipt, by mail or otherwise, will be rejected and returned. However, nothing in this RFP precludes the City from requesting additional information at any time during the procurement process.
- 1.6** Nothing herein is intended to exclude any responsible firm or in any way restrain or restrict competition. On the contrary, all responsible firms are encouraged to submit proposals. The City of Overland Park reserves the right to award in part or in whole or to reject any or all proposals.

- 1.7 Any proposal submitted MUST include the Signature Sheet which has been signed by an individual authorized to bind the offeror. All proposals submitted without such signature may be deemed non-responsive.
- 1.8 RFP Process: Offerors are to submit written and graphic proposals which present the offeror's qualifications and understanding of the work performed. The offeror's proposal should provide all the information which it considers pertinent to its qualifications for the project and which respond to the Scope of Services and the Evaluation Criteria listed herein. Emphasis should be placed on completeness of services offered and clarity of content.
- 1.9 The success proposer will be expected to coordinate design and installation requirements with the City and project design consultant, Vireo, and will also be expected to coordinate installation under the General Contractor whom is yet to be selected.
- 1.10 **GENERAL INSTRUCTIONS**
- Bidder will state the estimated delivery date and any required down payments.
  - All equipment must meet the minimum standards and guidelines of IPEMA / ASTM / CPSC requirements, as well as meeting the newest ADA standards.
  - Provide plan drawings, sections, elevations, and 3-D color design renderings as deemed necessary to sufficiently communicate the proposed design(s).
  - Each vendor will submit **not more than two (2)** designs.
  - Provide name and phone number of three (3) customers with comparable playground installations that are not more than three years old that the City may contact and inspect.
  - Provide the names, addresses, and phone numbers of both the manufacturer and the local representative.
  - Provide copy of the manufacturer warranty.
  - Submit three (3) copies of each proposal.
  - There will be no personal presentations. Proposals will be accepted until the stated deadline and will then be evaluated, and the award made to the "best" proposal, not necessarily the lowest cost.
  - Delivery and installation costs must be included in the proposal price.
  - Suppliers are encouraged to be creative in their designs and to maximize the role of unstructured play in their proposals.
  - Safety surfacing is excluded from this RFP and has already been accounted for in the overall playground design and will be provided by others.

## 2.0 PROJECT DESCRIPTION / DESIGN COMPONENTS / GENERAL GOALS

The City of Overland Park seeks proposals from qualified playground equipment manufacturer's, or manufacturer's representatives, to provide design and installation services for the design and construction of custom play equipment as broadly defined herein. The proposed structures will be located at Strang Park, 9789 W. 88<sup>th</sup> Terrace, within a newly proposed inclusive playground (*Figure 1-2*). Improvement plans for the park have been designed including the conceptual framework for which this RFP aims to solidify (*Figure 1-1*). A separate bid package for the entire Strang Park improvements project will be issued subsequent to selection of an offeror from this RFP. The design components of this custom feature shall include the following (and are described in more detail on pages 4 to 8):

- A. GFRG Climbing Wall mimicking natural stone
- B. Elevated Net Play
- C. Post and Deck Play Equipment



**FIGURE 1-1 OVERALL SITE IMPROVEMENTS**  
STRANG PARK IMPROVEMENTS



solutions that create a unique, 'one-of-a-kind' play experience that levels the playing field for children of all abilities. Ultimately, this custom playground feature allows children whether full mobility, limited mobility, or wheelchair bound to engage in parallel play from an elevated position. For example, can a wheelchair bound child roll out onto the top of a cable net play structure safely while feeling included and less limited in the ways he/she can play? We believe the answer is 'yes'.

Figure 1-2 below shows the location of the custom climbing wall, net, and play structure within the larger inclusive playground area.



**FIGURE 1-2 OVERALL INCLUSIVE PLAYGROUND PLAN**  
STRANG PARK IMPROVEMENTS

## A. Sculpted GFRC climbing wall:

A retaining and climbing wall with a natural looking aesthetic is envisioned to provide play value while also supporting engineering needs.

The following goals shall be achieved:

### Engineering Goals

- Provide structural engineering for a reinforced concrete retaining wall by a licensed engineer in the State of Kansas. The wall will retain soil behind one side (*Figure 1-7*).
- Provide engineering to support climbing wall design, manufacturing, and installation.
- Provide connection point to anchor net play cables into climbing wall (*Figure 1-7*).

### Functional / Play Value Goals

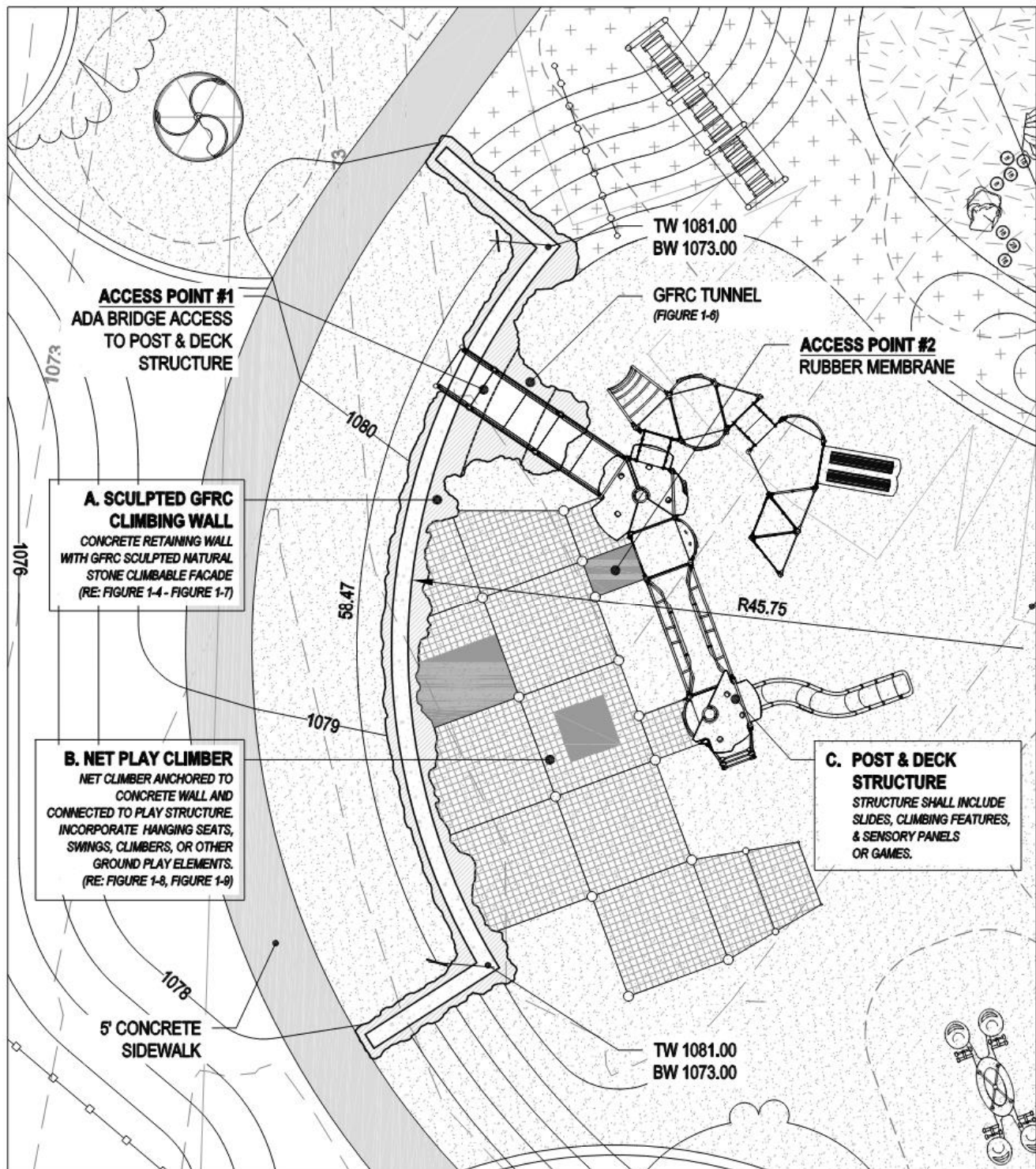
- Sculpted GFRC climbing wall shall create a natural looking stone aesthetic on the face of the wall, cover a minimum of 60% of the wall, and be sufficient for users to climb on.
- Sculpting shall wrap over the top of the concrete retaining wall to provide a barrier between an elevated walk and the net play climber (*Figure 1-7*).
- Create a sculpted rock formation with a tunnel that allows for a wheelchair to move through. (*Figure 1-3; Figure 1-6*).
- Create one entry point along the top of the wall for access to post and deck play features (*Figure 1-3*).

### Aesthetic Goals

- Resemble natural stone both in sculpting and color (*Figure 1-4*)
- Sculpt GFRC to hide cable connections to retaining wall but still allow accessibility for maintenance needs.
- The word 'COURAGE' shall be artistically sculpted into the wall and blend with the overall aesthetic. The height of the letters shall be a minimum of 24" tall (*Figure 1-5*).
- Include fossils, bugs, and/or reptiles into sculpting for discovery.



*Figure 1-4 Natural Climbing Wall Example*



**FIGURE 1-3 CUSTOM CLIMBING WALL &  
PLAY STRUCTURE PLAN**  
STRANG PARK IMPROVEMENTS



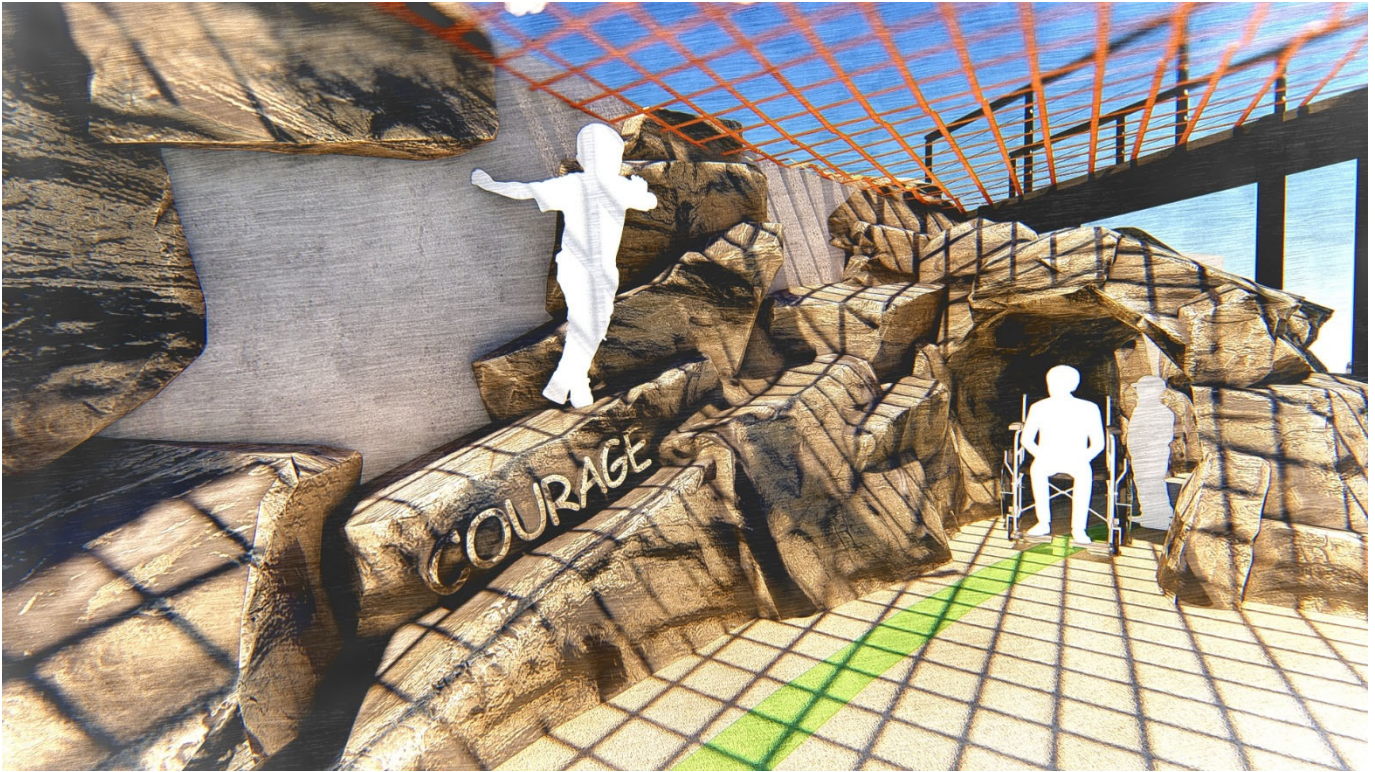


Figure 1-5 GFRC Climbing Wall

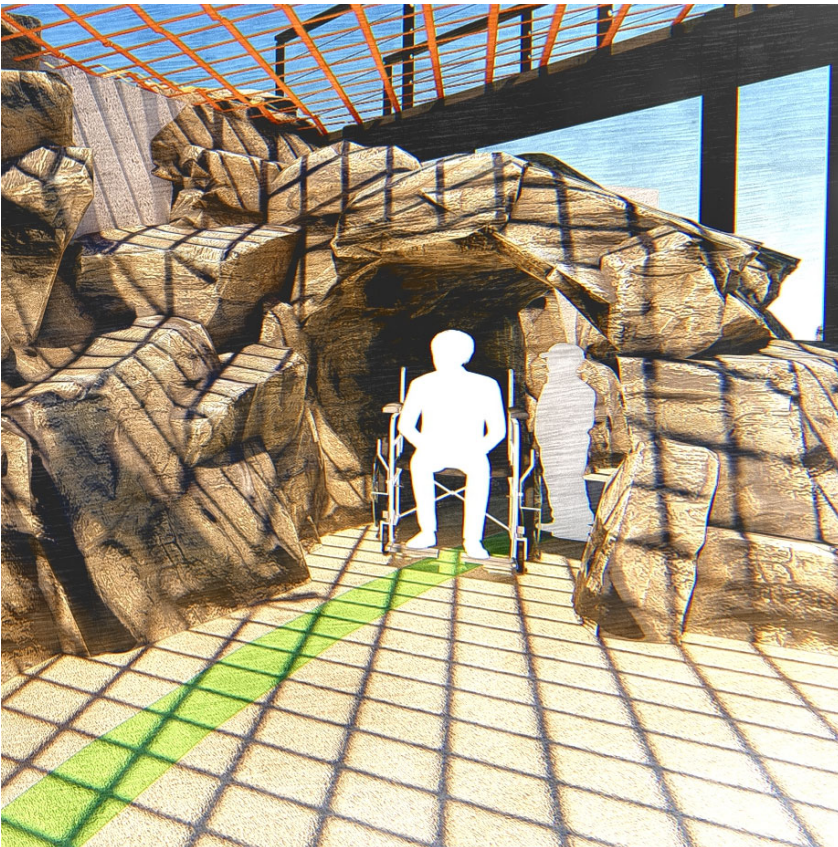
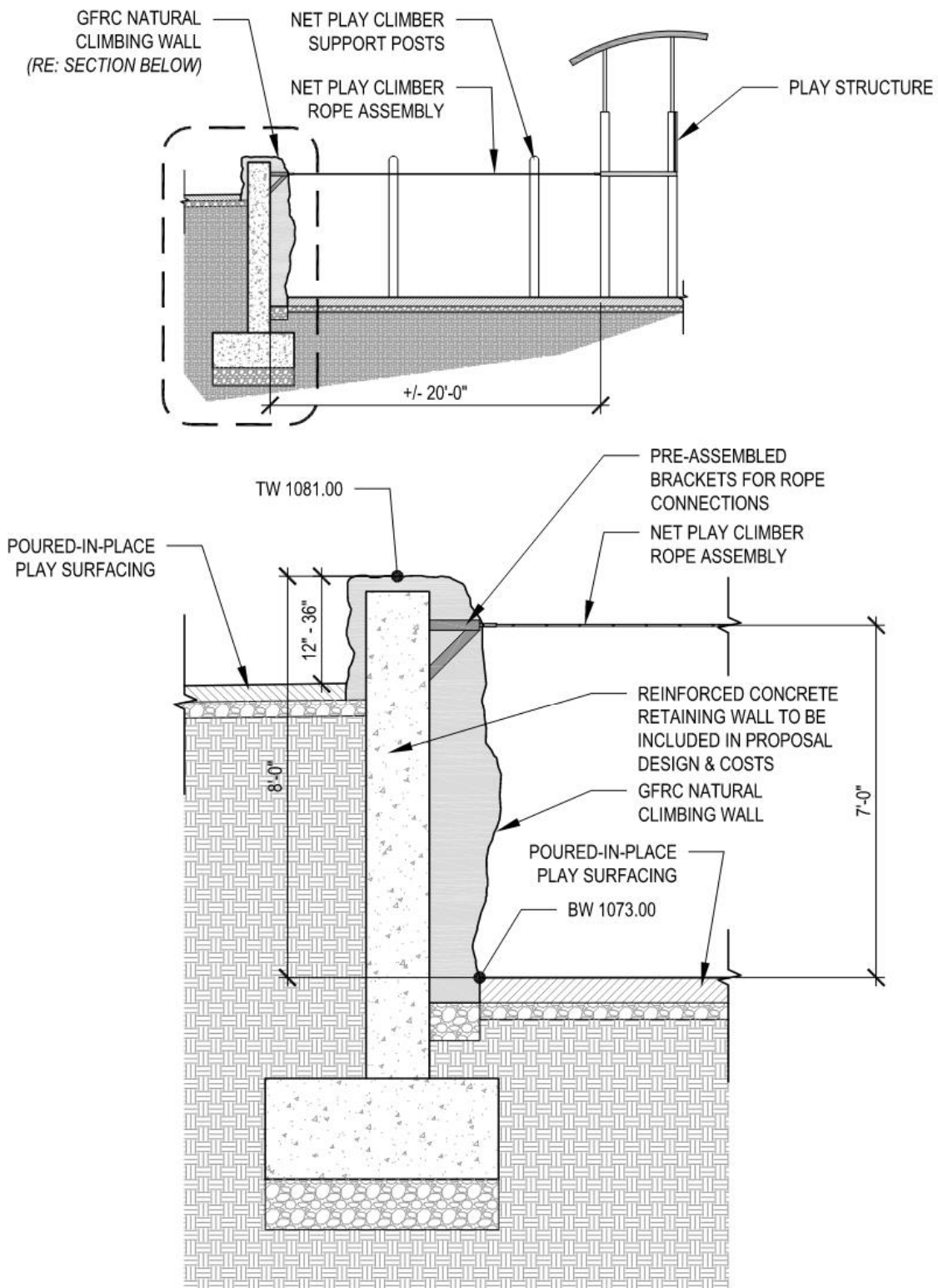


Figure 1-6 GFRC Tunnel



**FIGURE 1-7 CLIMBING WALL, NET & PLAY STRUCTURE SECTION**  
STRANG PARK IMPROVEMENTS



## B. Elevated Net Play:

An elevated net play climber that spans between the climbing wall and post and deck play structure, allowing kids to play on top of and underneath it.

The following goals shall be achieved:

### Engineering Goals

- Provide engineering to support rope design, manufacturing, and installation.
- Provide connection to anchor net play cables into climbing wall (*Figure 1-7*).

### Functional / Play Value Goals

- Provide at least 7'-0" clearance between rope play climber and play surfacing, allowing users to walk comfortably underneath the net including those pushing strollers or wheelchairs (*Figure 1-7*).
- Include play features such as hanging seats and tethered swings below the net (*Figure 1-9*).
- Include at least two vertical rope ladders/climbers allowing users to safely climb from below the net to the top.
- Incorporate at least two hard rubber membranes into the net play climber. One rubber membrane shall be connected to the post and deck structure, allowing seamless access for limited mobility users (see 'Access Point #2' on *Figure 1-3*).



*Figure 1-8 Elevated Net Play Example*



*Figure 1-9 Tethered swings attached to net play*

## C. Post and Deck Structure:

This component is envisioned to provide a variety of play features including slides, stairs, sensory elements, balance, climbing features, and create spaces to encourage social interaction.

The following goals shall be achieved:

### Engineering Goals

- Provide engineering to support structure design, manufacturing, and installation. Support posts may be steel or aluminum, but not wood, and sufficient in diameter to achieve the engineering needs determined by the manufacturer, but not less than 4".
- Provide connection to anchor net play cables into post and deck structure.

### Functional / Play Value Goals

- Provide ADA accessible bridge to a post and deck play structure over a sculpted rock formation (see 'Access Point #1' on *Figure 1-3*).
- Provide two access points from the post and deck structure to the net play climber, allowing users to access the top of the net.
- All decking shall be ADA compliant and wide enough to accommodate a wheelchair over 100% of the main elevated deck to its furthest most point.

### **3.0 INSTALLATION**

- 3.1** The installer must be certified by the NPSI or an equivalent organization and follow the installation guidelines set forth by that organization.
- 3.2** All vertical members extending into the ground shall have concrete footings per manufacturer's specifications. Concrete shall conform to KDOT Class A (AE).
- 3.3** The Subcontractor shall prepare a level area for installation of units in coordination with the project's General Contractor.
- 3.4** The contractor shall be responsible for materials and completed work until construction is accepted. Material and work displaced by any cause shall be replaced at the contractor's expense to the requirements herein.
- 3.5** The project site shall be kept clean, neat and orderly as possible at all times. Stockpiling of materials, debris and unsuitable materials beyond normal daily working demands shall not be permitted. Immediately after construction operations are completed, all equipment, debris and other materials shall be completely removed from the site.
- 3.6** The contractor will be held responsible for all damages to roads, sidewalks, curbs, ditches, embankments, bridges, culverts and other property, caused by him or any of his subcontractors in hauling or otherwise transporting materials to or from the several sites of work, regardless of the location of such damage. Contractor shall make arrangements relative to the payment for repair or replacement of, such damage or damaged surfaces of structures; said arrangements shall be satisfactory and acceptable to the owner or owners of such damaged surfaces or structures, or to their legally responsible officers, agents or other representatives, and said payment shall be at the contractor's own cost and expense, unless otherwise provided by the contract.

### **4.0 FEE STRUCTURE**

The contract will be awarded based on a guaranteed maximum price (GMP) to the firm determined as "best qualified" under the terms and provisions of this RFP. The total installed custom play equipment budget for all items cumulatively packaged in this RFP scope of work is **\$600,000.00**. The successful proposer's contract will fall under and be folded into the General Contractor's prime agreement for the overall project which will be bid after selection of vendor(s) within this RFP.

### **5.0 CITY RESPONSIBILITIES**

Provide to the successful offeror all information in possession of the City which relates to the City's requirements for the project or which is relevant to the project.

Waive all permit fees assessed by the City.

### **6.0 SPECIFIC TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSAL**

#### **6.1 EVALUATION CRITERIA**

The following criteria will be used in the evaluation of qualifications for development of the shortlist of those offerors to be considered for award of RFP. Individual criteria will be assigned varying weights at the City's discretion to reflect relative importance. Offerors are required to address each evaluation criteria.



- a) **Integrate the design components** – Demonstration of the offeror's overall ability to integrate the design components defined in this RFP functionally and compliant with industry standards. Grave deviation from the design goals and vision defined herein will be considered non-responsive and will not be considered.
- b) **Inclusive Design** – Demonstration of the ability to provide maximum inclusivity of play and allow children of all abilities to play side-by-side in an elevated position as safely possible.
- c) **Quantity & Quality of Play Value** – Ability to both quantitatively and qualitatively provide play value for 5-12 year olds offering features that facilitate social, cognitive, and physical development in as many ways and challenge levels as possible within the allowed budget.
- d) **Creativeness** and ability to provide a unique, one-of-a-kind, inclusive play feature. Use of space and compatibility with the surrounding play features will also be considered.
- e) **Overall response** – Evaluation of the overall level of effort, attention to details, and presentation of the proposed solution(s).

## 6.2 EVALUATION TEAM

An evaluation team composed of City staff and the project's design consultant, Landscape Architecture Firm, Vireo, shall review and evaluate all responses to the RFP and rank order them in accordance with criteria established in Section 6.1 above.

The evaluation team may then engage in individual discussions with the offeror deemed fully qualified, responsible, and suitable on the basis of initial responses and with emphasis on professional competence, to provide the required services.

The offeror deemed to be best qualified may be requested to make a formal presentation to the evaluation team.

The offeror shall be encouraged to elaborate on their qualifications and performance data or staff expertise pertinent to the proposed project, as well as alternative concepts.

Proprietary information from competing offerors shall not be disclosed to the public or to competitors.

At the conclusion of discussion, on the basis of evaluation factors published in the Request for Proposal and all information developed in the selection process to this point, the evaluation team shall select the offeror whose professional qualifications and proposed services are deemed most meritorious.

## 6.3 REFERENCES

References may or may not be reviewed or contacted at the discretion of the City. Typically, only references of the top ranked shortlisted offeror or offerors are contacted. The City reserves the right to contact references other than, and/or in addition to, those furnished by an offeror.

## 6.4 BASIS FOR AWARD

Information and/or factors gathered during interviews, negotiations and any reference checks, in addition to the evaluation criteria stated in the RFP, and any other information or factors deemed relevant by the City, shall be utilized in the final award.

It is the sole responsibility of the offeror to ensure that their proposals are stamped by the City Clerk's

Office before the deadline indicated in Section 1.1. Proposals and/or any addenda pertaining thereto, received after the announced time and date of receipt, by mail or otherwise, will be rejected and returned. However, nothing in this RFP precludes the City from requesting additional information at any time during the procurement process.

## **6.5 FURTHER INFORMATION**

Questions which may arise as a result of the Request for Proposal should be directed to, Mike Burton, Parks Manager at (913) 327-6638, Bryan Toben, Assistant Parks & Recreation Director, at (913) 327-6637

## Signature Sheet

My signature certifies that the proposal as submitted complies with all Terms and Conditions as set from in RFP. My signature also certifies that the accompanying proposal is not the result of, or affected by, any unlawful act of collusion with another person or company engaged in the same line of business or commerce, or any act of fraud punishable under Kansas Statutes.

My signature also certifies that this firm has no business or personal relationships with any other companies or persons that could be considered as a conflict of interest or potential conflict of interest to the City of Overland Park, and that there are no principals, officers, agents, employees, or representatives of this firm that have any business or personal relationships with any other companies or persons that could be considered as a conflict of interest or a potential conflict of interest to the City of Overland Park, pertaining to any and all work or services to be performed as a result of this request and any resulting contract with the City of Overland Park.

I hereby certify that I am authorized to sign as a Representative for the Firm:

Complete legal name of firm: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_

Name (type / print): \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: (     ) \_\_\_\_\_

Fax No: \_\_\_\_\_

Date: \_\_\_\_\_

To receive consideration for award, this signature sheet must be returned to the Parks Services Department Office as part of your response to the RFP.